

28 FEB 1980

MEMORANDUM FOR: Deputy Director for Administration

FROM:

[redacted]
Chief, Information Services Staff

SUBJECT: ISS Weekly Report (21-27 February 1980)

Records Management Division

RMD held a meeting with representatives from DND/OC, IMS/DDO, and the ADDA to discuss the retention period reduction for the Cable Reference File from 20 to two years. A memorandum is being prepared informing the DCI that we intend to proceed with the retention period reduction unless he objects.

Classification Review Division

CRD processed approximately 14,000 pages of material during this period.

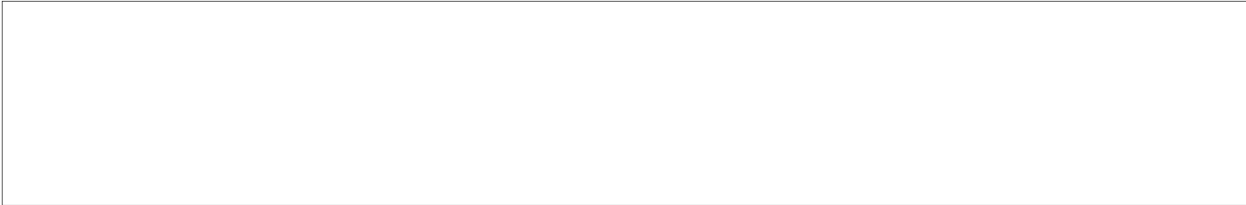
[redacted] will assume the duties of Chief, Classification Review Division as of 1 March 1980.

Regulations Control Division

RCD processed 29 regulatory issuances during this reporting period.

OEE0 sent a written request to permit a non-Agency lawyer to review certain classified Agency regulations relating to issues in a complaint filed by a former Agency employee. The Office of Security confirmed the lawyer's security clearances and a lawyer from OGC will participate with OEE0 and the complainant's lawyer during the review of the Agency regulations.

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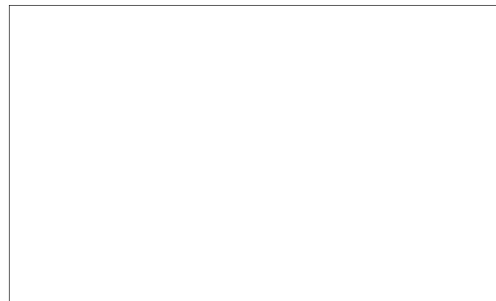


Information and Privacy Division

A separate report is attached.

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Attachment



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28 February 1980

MEMORANDUM FOR: Deputy Director for Administration

FROM:

[REDACTED]
Chief, Information and Privacy Division, ISS

SUBJECT: IPD/ISS Weekly Report (21-27 February)

1. The Week in Review

	<u>21-27 Feb</u>	<u>1980 Weekly Average</u>
a. New cases logged	49	57.4
b. Cases closed	26	46.1
c. New appeals logged	2	1.8
d. Appeals closed	1	0.8
e. Manpower (man-weeks)	95.5	95.6

2. Current Backlogs

- a. Initial requests - 2745
- b. Appeals - 425

3. Spotlighted Requests**ADMINISTRATIVE INTERNAL USE ONLY**

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IPD/[] cb 28 February 1980

Distribution:

Orig. & 2 Addressee

- 1 - DCI
- 1 - DDCI
- 1 - D/NFAC
- 1 - DDO
- 1 - DDS&T
- 1 - D/PA
- 1 - Comptroller
- 1 - IG
- 1 - OGC
- 1 - OLC
- 1 - OP
- 1 - OL
- 1 - C/IMS []
- 1 - DDO/IRO
- 25 - DDO/IMS []
- 1 - IRG/OS
- 1 - NFAC/FIO
- 1 - C/ISS
- 1 - IC Staff/FIO
- 1 - IPD Subject
- 1 - IPD Chrono
- 1 - IPD Reading Board

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FOIA, PA & EO 12065 Appeals8th WeekINCOMING

1. Total appeals logged
2. FOIA
 - a. Substantive denials
 - b. Lack of response
3. PA
 - a. Substantive denials
 - b. Lack of response
4. EO 12065
 - a. Substantive denials
 - b. Lack of response

21-27 FebCY 1930

<u>2</u>	<u>14</u>
<u>2</u>	<u>9</u>
<u>2</u>	<u>6</u>
<u>0</u>	<u>3</u>
<u>0</u>	<u>5</u>
<u>0</u>	<u>2</u>
<u>0</u>	<u>3</u>
<u>0</u>	<u>0</u>
<u>0</u>	<u>0</u>
<u>0</u>	<u>0</u>

OUTGOING

1. Total appeals closed
2. FOIA
 - a. Granted in full
 - b. Granted in part
 - c. Denied in full
 - d. Early litigation
 - e. Other F76-0705 (Mooted)
3. PA
 - a. Granted in full
 - b. Granted in part
 - c. Denied in full
 - d. Early litigation
 - e. Other
4. EO 12065
 - a. Granted in full
 - b. Granted in part
 - c. Denied in full
 - d. Other

<u>1</u>	<u>6</u>
<u>1</u>	<u>5</u>
<u>0</u>	<u>0</u>
<u>0</u>	<u>0</u>
<u>0</u>	<u>0</u>
<u>0</u>	<u>1</u>
<u>1</u>	<u>4</u>
<u>0</u>	<u>1</u>
<u>0</u>	<u>0</u>
<u>0</u>	<u>0</u>
<u>0</u>	<u>0</u>
<u>0</u>	<u>0</u>
<u>0</u>	<u>1</u>
<u>0</u>	<u>0</u>
<u>0</u>	<u>0</u>
<u>0</u>	<u>0</u>
<u>0</u>	<u>0</u>

CARRIED OVER FROM PREVIOUS YEAR

- a. FOIA - 263
- b. PA - 146
- c. EO 12065 - 8

Current backlog - 425**ADMINISTRATIVE INTERNAL USE ONLY**